Virginia Wireless E-911 Services Board
Project Management Monthly Activity Report

Vendor:	**L. Robert Kimball & Associates, Inc.**
Region/Locality:	**Skyline Region**
Period:	**02/01/04 - 02/27/04**

Activity Report		
Task	**Hours This Period**	**Comments**
Active Tasks		
PSAP STRATEGIC PLANNING (1660)	**4.25**	
1. *Region.* Continued to monitor Phase I pending issues moving toward Phase II project tasks. Update database as needed. Revised plans to reflect current status, accomplishments, and problems. Determined items to finalize Phase I for PSAPs and to continue deployment of Phase II for PSAPs. 3.50		Reviewed and revised each PSAP's project plan on a periodic basis.
2. *Region.* Reviewed and coordinated issues with LRK staff, directors/coordinators, and follow up of such. Provided more specific details to Sr. Project Manager. 0.75		
PSAP ASSESSMENTS (1661)	**1.00**	
1. *City of Waynesboro.* Reviewed status of CPE upgrade and discuss preliminary implementation plan. Discussed display issues with TSI; determined it is a delivery issue. 1.00		Assisted with CPE display issue. Preparing for CPE upgrade.
FUNDING REQUEST/TRUE UP ASSISTANCE (1662)	**0.00**	
LEC/WSP LIAISON (1663)	**62.00**	
1. *Augusta County.* Coordinated delayed request with NPI and Intrado. Assisted with CRS, maps, and routing of calls between this and other PSAPs. Expedited process with estimated test within 3 months. Followed up with nTelos and TCS on directional change to be made with remaining tower. Scheduling of test date in process. Contacted T-Mobile to determine VA rep. Made contact with her to inquire about remaining site to be tested. Currently have dates out for consideration. Reviewed corrections to be made with Triton. Coordinator determined wants to test these sites as did others. Working to set test dates with Triton and PSAP. Discussed pending request for Phase II with VZW. To contact them for such when mapping update schedule firmed up. Coordinated toy cell testing and subsequent first drive test with C1. Participated in conference calls and follow up calls. First test not successful due to display issues. Retest scheduled for March 17d 17.50		
2. *Harrisonburg/Rockingham County.* Conference call with C1 and subsequent follow up for pending Phase II deployment. C1 and TSI are currently in negotiations regarding Phase II deployment. 2.50		

Task	Hours	Summary
3. *Nelson County.* Coordinated CRS review and update with PSAP and Alltel. Coordinator currently working to return CRS for review. Reviewed problem with NPI and routing of calls. Found that a security feature at the SR had been accidentally turned off. Once the feature was set, routing worked correctly. Coordinated continuity testing with Triton. Testing was unsuccessful. Triton has formatting and framing issues. They are working with nTelos (LEC) to resolve. Another test date was set for March 5. Followed up on changed to be made by nTelos for testing of remaining site. Awaiting confirmation of test date. Conference call with C1 and additional follow up calls regarding toy cell testing. C1 and TSI are working to resolve issues and schedule drive testing.	9.25	Researched status of LECs, trunk orders, equipment issues, and WSPs. Assisted with coordination of efforts. Followed up on all pending issues and concerns. Some task overlap with Acceptance Testing task items. Entire Region/Individual PSAPs: Coordinated testing with WSPs, PSAPs, and LRK staff. Reviewed TVWs prior to test dates. Facilitated testing. Follow up on pending test issues. Updated PSAP information with such. Continued to review CMRS reports and validate. Continued contact all carriers to review status of each PSAP. Followed up on discrepancies. Reviewed status with LRK staff. Involved meetings, calls, and/or e-mails with LEC, PSAPs, and WSPs.
4. *Rockbridge County.* Coordinated delayed Phase II request with NPI. Provided NPI with requested information again. Awaiting response to scheduled drive test.	4.00	
5. *City of Staunton.* Resolved issues with NPI and deployment. Determined that data delivery was correct for CPE. Coordinated and facilitated drive testing. Was successful. Carrier was deployed. Followed up with nTelos and TCS on change to me made to one site. Test date to be scheduled. Contacted T-Mobile to advise that PSAP is Phase I and not Phase II as noted on their CMRS. Followed up with Triton to schedule test for remaining sector of tower. Intrado had to add to database. To schedule testing when corrected. Researched and investigated VZW's claim of previously testing. Documentation was not satisfactory. PSAP requested drive test to be done. Successful testing was completed. Coordinated toy cell testing and subsequent first drive test with C1. Participated in conference calls and follow up calls. First test not successful due to display issues. Retest scheduled for March. C1 and TSI working to resolve issue.	20.00	
6. *City of Waynesboro.* Contacted T-Mobile to determine VA rep. Made contact with her to inquire about remaining site to be tested. Currently have dates out for consideration. Coordinated continuity testing with Triton. This was not successful. Triton has formatting and framing issues. Triton has been working with nTelos (LEC) to resolve. Another continuity test date was set for March 5. Participated in conference call with C1. Coordinated toy cell tests. There are issues with data display. C1 and TSI are currently working to resolve.	8.75	
INSTALLATION OVERSIGHT (1614)	**0.00**	
CUT-OVER ASSISTANCE (1664)	**0.00**	
SYSTEM IMPLEMENTATION (1641)	**0.00**	
MAPPING/GIS ASSISTANCE (1642)	**7.00**	
1. *Augusta County and City of Staunton.* Continued discussions with OSSI about mapping product and plotting of coordinates.	3.25	Assisted PSAPs with display product issues.
2. *Harrisonburg/Rockingham.* Reviewed pending issues concerning mapping product's capability to display VGIN orthos.	0.75	
3. *City of Waynesboro.* Reviewed formatting and map data with Intrado.	3.00	
PROJECT REPORTING (1652)	**13.25**	
1. *Region.* Collected information and prepared monthly report for WSB. Continued to work closely with WSPs to confirm and verify dates and action items. Reviewed with supervisor. Updated database.	13.25	Prepared report outlining pertinent information for each PSAP for monthly report. Submitted for review.

TRAINING (1665)	**0.00**		
ACCEPTANCE TESTING (1615)	**50.50**		
1. *Augusta County. Confirmed toy cell testing and facilitated u* nsuccessful testing with C1. Issues pertaining to data display are currently be looked into by C1, TSI, and Verizon. March test date set.	9.75	Coordinated and facilitated testing efforts with PSAPs and carriers. Assisted with resolution of problems. Followed up on pending issues. Some task overlap with LEC/WSP Liaison task items.	
2. *Nelson County*. Unsuccessful continuity testing with Triton. Triton is working with nTelos to resolve issues. Another test date will be set when formatting and framing issues are resolved. Follow up on toy cell testing with C1. Ongoing.	10.25		
3. *City of Staunton.* Successful testing with NPI. Issues with data display resolved and differences reviewed and demonstrated to staff. Did some additional follow up testing for nTelos with personal phone. There may be a routing issue. nTelos is investigating. Successful testing with VZW. Carrier could not document that testing was done September 2003. PSAP requested drive test to be done.	22.00		
4. *City of Waynesboro.* Reviewed status of Triton continuity testing to apprise PSAP test. Facilitated toy cell testing for C1. Data is not being delivered correctly. Followed up with PSAP to explain testing and procedures for toy cell testing, continuity testing, and actual drive testing.	8.50		
TOTAL HOURS	**138.00**		

Completed Tasks	
PSAP Assessments	Entire Region
Equipment Installations/Upgrades	See Attached PSAP Status Update
Deployments	See Attached PSAP Status Update
FY 02 True Ups Submitted	Entire Region
FY 03 Requests Submitted	Entire Region
FY 03 True Ups Submitted	Entire Region
FY 04 Request Submitted	Entire Region
FY 95 Request Submitted	Entire Region

Issues of Importance / Accomplishments

Equipment Installations/Upgrades Pending - See Attached PSAP Status Update.

Deployment Issues - See Attached PSAP Status Update.